

**Board of County Commissioners**  
Leon County, Florida

**Policy No. 97-4**

Title: Photocopying Fees

Date Adopted: February 24, 2004

Effective Date: February 25, 2004

Reference: Section 119.07, Florida Statutes

Policy Superseded: Amending Policy No. 97-4, "Photocopying Fees," adopted April 8, 1997;  
Policy No. 91-1, "Photocopying Fees," adopted February 12, 1991

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Policy No. 97-4, "Photocopying Fees," adopted by the Leon County Board of County Commissioners on April 8, 1997, is hereby amended. It shall be the policy of the Board of County Commissioners of Leon County, Florida, that:

Persons requesting copies of documents or official records shall be charged in accordance with the following schedule:

For Copies No Larger than 8-1/2" x 14":

One-sided Duplicated Copy

First Copy of a Document: \$0.15 per sheet

Second and Additional Copies  
of Same Document: \$0.05 per sheet

Two-sided Duplicated Copy

First Copy of a Document: \$0.20 per sheet

Second and Additional Copies  
of Same Document: \$0.10 per sheet

Certified: \$1.00 per document

County Maps or Aerial Photographs: Actual cost of material, supplies, and  
reasonable charges for labor and  
overhead.

**However, persons requesting a copy of a document that is no larger than 8-1/2 inches by 14 inches in size, and which consists of three (3) pages or less, shall receive one copy of the document at no charge.**